

**January 20, 2012**

**9:00 AM to 3:00 PM**

**Location: Troutman Sanders Building  
1001 Haxall Point  
Richmond, VA 23219  
15<sup>th</sup> Floor**

## Governing Body Meeting

Invitees:	Kim Barnes (VDH), Ellen Bieschke (Winchester Orthopedic), Sallie S. Cook, M.C. (VHQC), Sandy L. Chung, M.D. (Fairfax Pediatric Associates), Robert Fortini, PNP (Bon Secours Medical Group), Jodi Fuller (Meadwestvaco), Katherine Gianola, M.D. (Richmond VA Medical Center), Shirley Gibson (VCU), William Hazel, Jr., M.D. (VDH), Holly Morris (Old Belt Pharmacists Association), Cathy Pumphrey (Fairfax-Falls Church Community Services Board), Sterling Ransone, Jr., M.D., FAAFP (Medical Society of Virginia), Bert Reese (Sentara), Karen Remley, M.D., MBA, FAAP (VDH), Karen Rheuban, M.D. (UVA), Terri Ripley, MIT, CPHIMS (Centra Health), Marshall Ruffin, Jr., M.D. (Inova Health System), David R. Selig (Community Care Network of Virginia), Judie Snipes (Carilion Clinic), Nancy Stern (Eastern Shore Rural Health System), John B. Syer, Jr. (Anthem), Jerry Venable (HCA Capital Division)
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Please read:	Governing Body Member Orientation Packet DRAFT Governing Body Policies and Procedures DRAFT End User License Agreement for the Direct Project DRAFT Policies and Procedures to Support Direct Project
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Please bring:	All materials provided as read-aheads
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## Agenda

1. Welcome and Introduction	Secretary Hazel	9:00-9:15 (15 min)
2. Governing Body Introductions	Governing Body members	9:15-9:45 (30 min)
3. Review Agenda and Meeting Objectives	Sandy McCleaf, Executive Director	9:45-10:00 (15 min)
4. HIE Overview <ul style="list-style-type: none"> <li>a. Brief History of the Formation of the Virginia Statewide HIE</li> <li>b. Organizational Overview and Staff Introductions</li> <li>c. Technical Overview</li> <li>d. Timelines and Milestones</li> </ul>	Sandy McCleaf, Executive Director	10:00-10:45 (45 min)
5. Governing Body Roles and Expectations <ul style="list-style-type: none"> <li>a. Role of the Governing Body</li> <li>b. Expectations of Members</li> </ul>	Steve Gravely, Troutman Sanders	10:45-11:30 (45 min)
6. Governing Body Policies and Procedures	Steve Gravely, Troutman Sanders	11:30-12:15 (45 min)
7. LUNCH BREAK and presentation on Stakeholder Engagement <ul style="list-style-type: none"> <li>a. Overall philosophy regarding stakeholder engagement</li> <li>b. Engagement framework</li> <li>c. Formation of advisory bodies</li> </ul>	Lunch will be provided for Governing Body Members.  Steve Gravely, Troutman Sanders	12:15-1:00 (45 min)

8. ConnectVirginia Direct Messaging a. Brief overview of ConnectVirginia Direct Messaging b. End User License Agreement for ConnectVirginia Direct Messaging c. Policies and Procedures to Support ConnectVirginia Direct Messaging	Sandy McCleaf, Executive Director Steve Gravely, Troutman Sanders	1:00-2:15 (1 hour, 15 min)
9. Environmental scan update	Sue Feldman, Feldman & Associates	2:15-2:25 (10 min)
10. Communications update	Jeff Odell, Central Virginia Health Network	2:25-2:35 (10 min)
11. Closing Remarks	Secretary Hazel	2:35-2:45 (10 min)
12. Public Comment		2:45 – 3:00 (15 min)